

User Management - Editing a User

In addition to the basic data of a user, you can also assign different roles.

User Configuration
Language
German
E-Mail
product@acme.org
First Name
Product
Last Name
Management
Phone
Please enter the phone number
Company
Acme Corporation
Groups and Roles
Company
• admin

1. Highlight the entry you want to edit in the list of all created users. In the right pane, the following editing options are available:

- **Language:** In the drop-down menu, select the language for the user. The interface will be displayed in the language you choose for the user.
- **Email:** The email that you specified when creating the user. Once set, this cannot be edited.
- **First name:** Enter the first name of the user (optional).
- **Last name:** Enter the last name of the user (optional).
- **Phone:** Enter the user's phone number (optional).
- **Company:** Enter a company name (optional).
- **Groups and Roles:** A list of all groups this user belongs to, as well as their role within each group. These are assigned in the [Roles Management](#) area.

2. You can now allocate roles to the user (see chapter "[Assigning a Role to a User](#)").